

WILLMAR CITY COUNCIL PROCEEDINGS  
COUNCIL CHAMBERS  
WILLMAR MUNICIPAL UTILITIES BUILDING  
WILLMAR, MINNESOTA

February 17, 1999  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Verna Kelly, Denis Anderson, Ron Christianson, Bruce DeBlieck, Douglas Reese, Nancy Houlahan, Jim Dokken, and Rick Fagerlie; Present 9, Absent 0.

Also present were City Administrator Michael Schmit, Park and Leisure Services Director Dale Johnson, Public Works Director Mel Odens, Finance Director Steven Okins, Planning and Development Services Director Bruce Peterson, and City Clerk Kevin Halliday.

An addition to the Agenda included comments from Mayor Heitke regarding recent shootings in the City.

Council Member Reese offered a motion adopting the Consent Agenda which included the following: City Council Minutes of February 3, Municipal Utilities Commission Minutes of February 8, Rice Hospital Board Minutes of February 10, Building Inspection Report for January, Housing and Redevelopment Authority Minutes of January 12, Kandiyohi County Area Transit Board Minutes of January 27 and February 5, Park Board Minutes of February 2, and Senior Center Council Minutes of February 3, 1999; and Human Rights Commission Minutes of May 19, and Pioneerland Library Board Minutes of November 19, 1998. Council Member Kelly seconded the motion, which carried.

Mayor Heitke presented an update to the drive-by shootings, which occurred three weeks earlier. He noted there have been three arrests related to the incident and a continuing investigation of others that may have been involved. He assured everyone that the Willmar Police Department will monitor this problem and any cooperation from citizens will be welcome.

The Public Works/Safety Committee Report of February 9, 1999, was presented to the Mayor and Council by Council Member Reese. There were four items for Council consideration.

Item No. 1 The Committee reviewed a summary of issues and recommendations from Bonestroo and staff relating to operational changes in the trickling filter to prevent future media collapse. Following discussion, the Committee was recommending to the Council to approve plans and specifications and call for bids.

Resolution No. 1 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 1

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for the Motor Activated Rotary Distributor in the Trickling Filter at the Wastewater Treatment Facility for the City of Willmar;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be publicly opened and

read at 1:30 p.m. on the 9th day of March, 1999, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 17<sup>th</sup> day of February, 1999.

/s/ Lester Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Staff presented additional operational changes to be considered with funding from the 1999 operational budget including the addition of oxygen, maximize airflow, and biological treatment to increase plant efficiency. The Committee was recommending to the Council to approve recommended changes to be funded from the 1999 W.T.P. Operational Budget. Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Houlahan seconding the motion, which carried.

Item No. 2 The Committee discussed a contract the City entered into in 1996 with Summit Envirosolutions to close the former dumpsite near the Wastewater Treatment Plant. Staff informed the Committee of notification from the MPCA for final closure of the site. The City will need to make arrangements for closure of the monitoring wells and to file a deed restriction on the property, which identifies the site as a former dump. It was noted that final payment arrangements with Summit are pending. This matter was for information only.

Item No. 3 The Committee considered plans and specifications for 1999 street improvements, and was recommending to the Council approval of the same. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Kelly, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for the 1999 Street Improvements (Project Nos. 9901-A & B and 9902) for the City of Willmar;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bids will be publicly opened and read at 1:30 p.m. on the 22nd day of March, 1999, at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 17<sup>th</sup> day of February, 1999.

/s/ Lester Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 The Committee discussed traffic speed and signing changes in the vicinity of Roosevelt School on 19<sup>th</sup> Avenue SW. Staff was directed to research the possibility of lowering the speed and contact the school for placement of the "No Left Turn" signs. This matter was for information only.

The Public Works/Safety Committee Report of February 9, 1999, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Kelly, and carried.

The Community Development Committee Report of February 10, 1999, was presented to the Mayor and Council by Council Member DeBlieck. There were four items for Council consideration.

Item No. 1 Dorothy Gaffaney of the Willmar HRA addressed the Committee to request direction for HRA involvement in housing and redevelopment issues. The Committee reviewed and discussed, at length, the policies and strategies that resulted from the Mayor's Housing Task Force, and how the HRA might be involved. Also discussed was HRA participation in a future senior housing project and possible incentives for new home development in Willmar.

The Committee was recommending to the Council that the HRA use the previously adopted housing policies and strategies as a guideline for the development of a work program and implementation schedule. Council Member DeBlieck moved to approve the recommendation of the Community Development Committee with Council Member Anderson seconding the motion, which carried.

Item No. 2 Jeff Kelley, one of the library project architects, presented to the Committee information about the shelving, furniture and furnishings which will be bid for library installation. The package will go to bid in late February. These costs are part of the overall project costs and are expected to come in under budget.

The Committee requested that local vendors be specifically included in the bid and quote processes. Mr. Kelley assured the Committee that local vendors will be involved as much as possible. This matter was for information only.

Item No. 3 The Committee reviewed the latest change order for the Library Project. Following discussion, the Committee was recommending to the Council that the resolution approving the change order in the amount of \$16,242 be adopted. Resolution No. 3 was introduced by Council Member DeBlieck, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0 - Council Member Houlahan abstained from voting.

### RESOLUTION NO. 3

WHEREAS, a contract has been awarded to Nelson Construction Company, Inc., on May 29, 1998, in the amount of \$2,965,000 for the construction of an addition to and renovation of the Willmar Public Library; and

WHEREAS, Change Orders No. 1 through 4 in the amount of \$96,638.00 have previously been authorized; and

WHEREAS, it is desired to add additional work to the above contract.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that:

1. Additional work is herewith authorized to be added to the above contract estimated to be \$16,242.00.
2. Funding for the additional work is from the G. O. Sales Tax Revenue Bond.

Dated this 17<sup>th</sup> day of February, 1999.

/s/ Lester Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Staff presented a proposal by the project architect to upgrade the main carpet for the new library to a heavier, more durable weight. Included in the architect's proposal was a recommendation to purchase extra carpet to be used to replace high traffic areas in 8 to 10 years, thereby avoiding the expense of

having to re-carpet the entire library.

The Committee was recommending to the Council to upgrade the library's carpet to the 34-ounce weight carpet and to acquire the additional carpet. Resolution No. 4 was introduced by Council Member DeBlieck, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0 - Council Member Houlahan abstained from voting.

RESOLUTION NO. 4

WHEREAS, a contract has been awarded to Nelson Construction Company, Inc., on May 29, 1998, in the amount of \$2,965,000 for the construction of an addition to and renovation of the Willmar Public Library; and

WHEREAS, Change Orders No. 1 through 5 in the amount of \$112,880.00 have previously been authorized; and

WHEREAS, it is desired to add additional work to the above contract.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that:

1. Additional work is herewith authorized to be added to the above contract estimated to be \$13,976.00.
2. Funding for the additional work is from the G. O. Sales Tax Revenue Bond.

Dated this 17<sup>th</sup> day of February, 1999.

/s/ Lester Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

Item No. 4 Staff presented to the Committee for consideration an agreement for reimbursement of airport land acquisition expenses already incurred by the City. The net-maximum eligible expenditure amount under the agreement is \$175,000.00. The actual net costs to-date is less than \$170,000.00.

The Committee was recommending to the Council to adopt a resolution accepting the agreement and authorizing the Mayor and City Administrator to execute the agreement on behalf of the City. Resolution No. 5 was introduced by Council Member DeBlieck, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT PROPERTY ACQUISITION

It is resolved by the City of Willmar as follows:

1. That the State of Minnesota Agreement No. 78419, "Grant Agreement for Airport Property Acquisition Costs," for State Project No. 3401-43 at the Willmar Municipal Airport is accepted.
2. That the Mayor and City Administrator are authorized to execute this Agreement and any amendments on behalf of the City of Willmar.

Dated this 17<sup>th</sup> day of February, 1999.

/s/ Lester Heitke  
MAYOR

/s/ Kevin Halliday  
Attest: CITY CLERK

The Community Development Committee Report of February 10, 1999, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member DeBlieck, seconded by Council Member Christianson, and carried.

Mayor Heitke called for a recess at 7:40 p.m. and reconvened the meeting at 7:45 p.m.

At this time Park and Leisure Services Director Johnson presented to the Mayor and Council the 1998 Park and Leisure Services Departmental Annual Report. Following a question and answer period, the report was ordered placed on file in the City Clerk's Office.

Announcements for Council Committee meeting dates were as follows: Finance, February 22, 1999.

Council Member Kelly requested to be excused from the March 3, 1999.

There being no further business to come before the Council, the meeting adjourned at 8:25 p.m. upon motion by Council Member DeBlieck, seconded by Council Member Kelly, and carried.

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SECRETARY TO THE COUNCIL